

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Letter to Administrator, GSA

STAT

FROM:

Harry E. Fitzwater  
Deputy Director for Administration  
7D 24 Hqs

EXTENSION

NO.

DDA 83-0065/4

DATE

22 April 1983

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Executive Director  
7D 55 Hqs

2.

3. Deputy Director of  
Central Intelligence  
7D 6015 Hqs

4.

5. Director of Central  
Intelligence  
7D 5607 Hqs

6.

7.

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13.

14.

15.

DCI,

STAT

As you are aware, we must move several components out of the Headquarters building in order to make room [redacted]. Additionally, we are taking this opportunity to collocate units of components. As noted in the proposed letter, this will require considerable construction, such as, changing of telephones, some wall changes, installing terminals, etc.

In order to get this done as soon as possible, I need your assistance in putting pressure on GSA.

STAT

Harry

Att

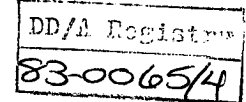
DCI  
EXEC  
REG.

B106

Central Intelligence Agency



Washington, D.C. 20505



29 APR 1983

The Honorable Gerald P. Carmen  
Administrator  
General Services Administration  
Washington, D.C. 20405

Dear Jerry:

In order to accommodate continuing personnel growth and satisfy an urgent requirement to relocate an analytical component to the Headquarters building, this Agency plans to reallocate space and relocate components within our Metropolitan area buildings. Since the scope of work involves renovating approximately 200,000 SF at the Headquarters building, it is essential that these moves be accomplished quickly to reduce their impact on Agency operations. Although construction will be held to a minimum, extensive construction forces will be required to meet the tight schedule. Construction will begin in September 1983 and continue for approximately 18 months. The first phase will accomplish relocating the analytical element to Headquarters. This involves 12 projects, 65,000 SF of renovations, and requires participation by all construction trades. It has a scheduled completion date of January 1984.

During this time, ongoing facilities maintenance requirements at the Headquarters building will prohibit the exclusive use of the General Services Administration's (GSA) McLean forces to accomplish the construction. Therefore, it is requested that GSA initiate action to contract with private firms for the required construction. Should you determine that GSA is unable to do this within the time frame required, we are prepared to do so using our own construction authorities. Because of the urgency of this effort, your prompt advice would be appreciated.

Yours,

/s/ William J. Casey

William J. Casey  
Director of Central Intelligence

The Honorable Gerald P. Carmen

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OL 10043-83